

MEMORANDUM

DATE: April 16, 2007

TO: Robert B. Stroube, M.D., M.P.H.
State Health Commissioner

THROUGH: Robert Hicks, Director
Office of Environmental Health Service

Don Alexander, Division Director
Division of Onsite Sewage and Water Services

FROM: Dwayne Roadcap, Program Manager
Division of Onsite Sewage and Water Services

GMP #126.A

SUBJECT: Changes to GMP #126

Issue:

On April 28, 2006, the Commissioner conceptually agreed with the Authorized Onsite Soil Evaluator Advisory Committee's (Committee) recommendation to require AOSE/Professional Engineer (PE) work to include a cover page and thereby reduce the requirement for AOSE/PEs to sign and seal every page of their work. To make this conceptual change reality, the Commissioner has approved this new implementation policy for the AOSE program, Guidance Memoranda and Policies #126.A.

Background:

The Commissioner appoints the Committee in accordance with Section 50 of the *AOSE Regulations*. The Committee's role is to make recommendations to the Commissioner regarding AOSE/PE policies, procedures, and programs. The Committee believes that all AOSE/PE work should include a cover page with a certification statement and that only certain pages need to be sealed.

Presently, every page of an AOSE/PE proposal must be signed, dated, and sealed. AOSE/PEs complain that doing this takes significant and unnecessary time. Contractors believe that attaching a cover page to every permit package will assure that systems are properly permitted before installation.

The Division of Onsite Sewage and Water Services supports this recommendation, which should allow septic contractors to more easily assure that they have the proper paperwork. Adding the cover page will also help stakeholders to more quickly identify whether they have all of the permit's associated information.

Changes to GMP #126 are in italics. A model cover page is also included. A final change requires Page 3 of AOSE Form G.

MEMORANDUM

To: Environmental Health Managers
District Health Directors
Authorized Onsite Soil Evaluators
VPI Contract Soil Scientists

From: Robert W. Hicks, Director
Office of Environmental Health Services

Date: July 16, 2004

Subject: GMP #126

The attached guidance document contains the Virginia Department of Health's (VDH) policy for implementing the *Authorized Onsite Soil Evaluator Regulations* and related statutes. The policy is intended to bring the AOSE program to full implementation from its beginnings as an interim program in 1999. As we all know, some things about the AOSE program have changed significantly since the interim program, while other aspects of the program remain essentially unchanged. The attached policy is intended to establish uniformity and consistency across the Commonwealth in VDH's administration of the AOSE program. All health districts are expected to implement the AOSE program in accordance with the policy, the *AOSE Regulations*, the *Sewage Handling and Disposal Regulations*, and the *Code of Virginia*.

We have tried to be as thorough as possible in developing the policy, but we recognize that there will be areas that have been overlooked, or areas where the guidance contained in the policy is insufficient or incomplete. Please contact the Division of Onsite Sewage and Water Services with any questions you might have about the policy. As always, if the policy conflicts with the Board of Health's regulations or the *Code*, the regulations or *Code* will supercede the policy.

AOSE Report for

_____ ¹

Location of property:	<i>Lot ____ Section ____, Subdivision _____, _____ County</i> GPIN or Tax Map # _____ Latitude/Longitude _____
------------------------------	--

Applicant or Client and address: _____ _____ _____	Prepared by AOSE/PE (name and address): _____ _____ _____
--	---

Date of Report: _____ Revision Date: _____, _____	AOSE/PE Job Number: _____ (optional) Health Dept. ID. No.: _____
--	---

Contents/Index of this report:²

_____ _____ _____	_____ _____ _____
-------------------------	-------------------------

Certification Statement(s)

¹ Insert appropriate title: "Construction Permit", "Subdivision Approval", "Certification Letter"

² Examples include: "Soil Information Summary", "Soil Profile Descriptions", "Water Supply Design Specifications", "Primary/Reserve Design Specifications", "Construction Drawings", "Site Sketch", "Product Specification Sheet".

I hereby certify that the evaluations and/or designs contained herein were conducted in accordance with the Sewage Handling and Disposal Regulations (12 VAC5-610), the Private Well Regulations (12 VAC5-615), and other applicable policies of the Virginia Department of Health. Furthermore, I certify that the evaluations and/or designs contained herein comply with all applicable laws, regulations, and policies implemented by the Virginia Department of Health.

I recommend a _____³
be _____⁴

AOSE/PE Stamp(s)
(Sign and Date)

³ Fill in this blank with the appropriate term: “certification letter”, “construction permit”, or “subdivision approval”.

⁴ Fill in this blank with the appropriate term: “approved”, or “denied”